

Cora J. Belden Library
Behavior and Environment Policy

The Cora J. Belden Public Library encourages people of all ages to visit the library. Those using the library and its resources have the right to expect a safe, comfortable environment that supports appropriate library services. With that in mind, the Library Board of Trustees has established the following rules:

Proper attire, including shirts and shoes, must be worn by anyone entering the library. No face coverings are allowed except for medical or religious reasons. People whose bodily hygiene (body odor) is offensive so as to constitute a nuisance to others may be required to leave the building.

The following are examples of misconduct which are disruptive to others. Persons involved in such disruptive activities in or near the library may be asked to leave the library and grounds.

Any behavior which disrupts use of the library or interferes with the library's operation.

- Assault
- Demonstrating an uncooperative attitude
- Disorderly conduct
- Displaying print or nonprint materials of an offensive nature to others
- Disruptive or frequent entering and exiting the building
- Disturbing noises
- Harassment, physical or verbal
- Indecent exposure
- Inappropriate displays of affection
- Intoxication
- Leaving children unattended
- Littering
- Loitering on the premises or in the parking lot
- Loud noises or loud talking disturbing to other people (if headsets or cellphones are in use, they must not be audible to others)
- Offensive language
- Possessing deadly weapons
- Pushing or shoving
- Running
- Sitting on tables or placing feet on furniture
- Soliciting
- Spitting
- Staring at, lurking or following people
- Taking other people's things
- Tearing, cutting or marking library materials
- Theft of library materials
- Threatening behavior or gestures
- Verbal abuse of people

People shall not deface, mar or in any way destroy or damage library materials, furnishing, walls, machines or any other library property inside or outside the library.

Any materials removed from the library must be checked out on a valid library card or through other standard library procedures.

Small, quiet snacks are permitted. Messy or odorous foods are prohibited. Drinks must have lids. People are required to clean up after themselves and to properly dispose of all containers. Food and drink are not permitted near the computers.

Taking surveys, asking people to sign petitions, distributing leaflets and other similar activities are permitted on Library property only when authorized by the Library Director.

Animals are not allowed in the library building, except when they are part of a library program or when they are registered service animals.

Staff may enforce a limit of two people to a table in order to keep noise and activity to an acceptable level.

Individuals who do not conform to these rules may be asked to leave the library. Repeated misbehavior, or refusal to leave the library when asked, can result in limited or revoked library privileges, removal of offenders from the building or reporting violations to the appropriate authority.

The Library Director or a designee may deny access to the library to any person who violates these rules and regulations. If necessary, police will be contacted to assist library staff in enforcing these rules.

Approved by Library Board of Trustees, 06/09/2014